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NOV 24 1953

MEMORANDUM FOR: Colonel White

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1. As you know, [REDACTED], jointly with Personnel, has developed the plan to have Personnel separations covered in the Regulations on the basis of separate chapters for the major categories of such separations. In the first place, the plan provides for a general covering chapter which sets forth the broader policies which CIA follows in connection with employee separations. This initial chapter has the number [REDACTED]. Subsequent chapters dealing with individual types of separations are, or will be, in the [REDACTED] series. [REDACTED] dealing with Security Hearing Board procedures, outlines the separation process resulting from Board activities. Future chapters will deal with reduction in force and separations to enter military service. Also, at some future date, the present Regulation on Employment Review Board procedures [REDACTED] will be revised and at such time will come under the [REDACTED] series.

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2. The attached proposed [REDACTED] relates to so-called general separations covering resignations, separation for legal incompetence, death, disability, inefficiency, and such Personnel actions as abandonment of position, and removal (for delinquency or misconduct). Except for certain minor differences, proposed [REDACTED] brings under one cover the provisions of two other issuances now covering the subjects and in addition puts into Regulation form certain other practices regularly followed but which have not before been reduced to writing. I have reviewed the proposed Regulation and recommend its approval.

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3. Security classification of "SECRET" seems to me to represent over-classification, and I recommend that in returning this Regulation to [REDACTED] for publication, the request be made that a classification of "CONFIDENTIAL" should be applied.

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SA?DD/A:DCK:dh (23 Nov 1953)

Distribution:

- ✓ 1 - DD/A Chrono
- ✓ 1 - DD/A Subject

Document No. [REDACTED]

No Change In Class. ☒

☐ Declassified

Class. Changed to: TS S C

Next Review Date: 1989

Auth.: HR 70-3

Date: 3 Jan 79

By: 033